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RESOLUTION

PROPOSING AN AMENDMENT TO CHAPTER 21, REVISED ORDINANCES OF HONOLULU 1990 (THE LAND USE ORDINANCE), AS AMENDED, RELATING TO BED AND BREAKFAST HOMES.

WHEREAS, Section 6-1513 of the Revised Charter of the City and County of Honolulu 1973, as amended (RCH), provides that "[a]ny revision of or amendment to the zoning ordinances may be proposed by the council and shall be processed in the same manner as if proposed by the director [of planning and permitting]"; and

WHEREAS, Section 6-1513, RCH, further provides that "[a]ny such revision or amendment shall be referred to the director and the planning commission by resolution, which resolution shall be accompanied by supporting documentation sufficient to satisfy the director's usual requirements for the commencement of processing"; and

WHEREAS, for the purposes of the RCH, the term "zoning ordinances" refers both to the codification of land use standards in the Land Use Ordinance and to ordinances zoning and rezoning particular parcels of property (Section 6-1514, RCH); and

WHEREAS, it is the desire of the City Council that the Director of Planning and Permitting and Planning Commission process the proposed amendment to Chapter 21, Revised Ordinances of Honolulu (ROH) 1990, as amended, attached hereto as Exhibit "A"; now, therefore,

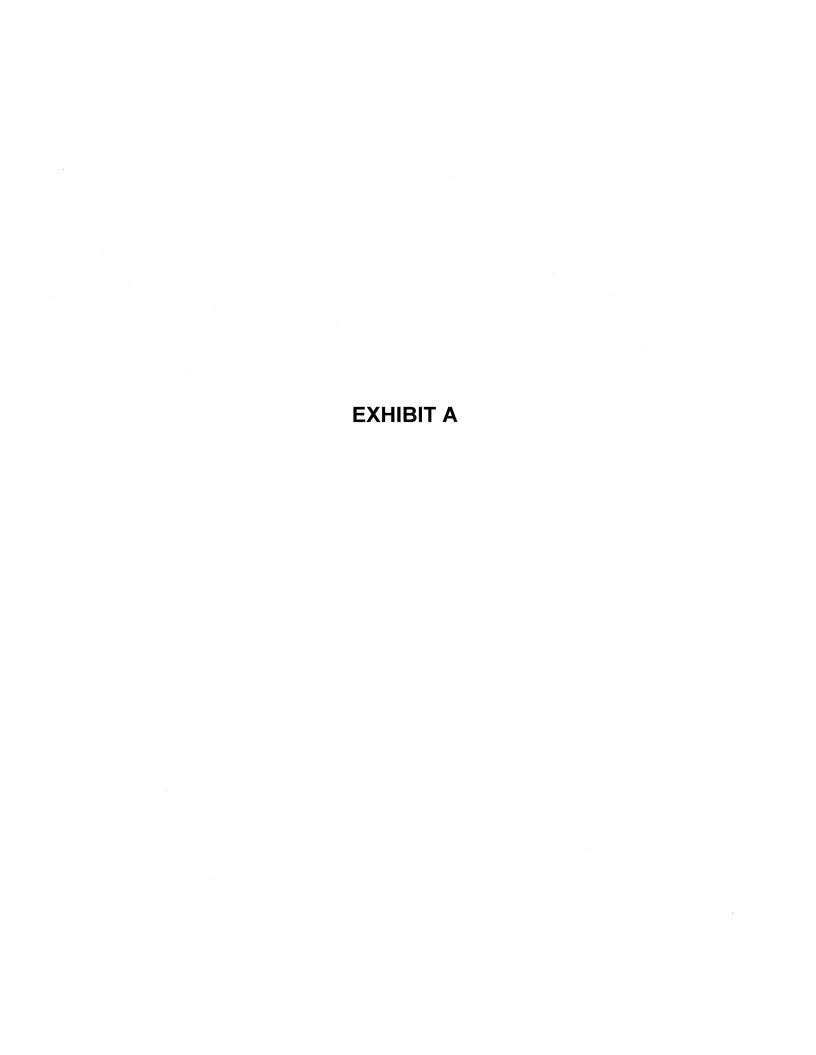
BE IT RESOLVED by the Council of the City and County of Honolulu that the Director of Planning and Permitting is directed, pursuant to Section 6-1513 of the Revised Charter of the City and County of Honolulu 1973, as amended, to process the proposed amendment to Chapter 21, ROH 1990 (the Land Use Ordinance), attached hereto as Exhibit "A," in the same manner as if the proposal had been proposed by the Director; and

BE IT FURTHER RESOLVED that the Director of Planning and Permitting is directed to inform the Council upon the transmittal of the Director's report and the proposed Land Use Ordinance amendment to the Planning Commission; and



RESOLUTION

of this resolution and the Exhibit atta	hat the Clerk is directed to transmit certified copies ched hereto to the Director of Planning and sion of the City and County of Honolulu.
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DATE OF INTRODUCTION	
DATE OF INTRODUCTION:	
MAY 12 2005	
Honolulu, Hawaii	Councilmembers





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RELATING TO BED AND BREAKFAST HOMES.

BE IT ORDAINED by the People of the City and County of Honolulu:

SECTION 1. The purpose of this ordinance is to repeal the prohibition against bed and breakfast homes and establish a permitting system to supplement the zoning, subdivision, and building ordinances and regulations and provide for the orderly enforcement of regulations, limitations, restrictions and other requirements relating to the operation of bed and breakfast homes.

SECTION 2. Section 21-4.110-2, Revised Ordinances of Honolulu 1990, is repealed.

["Sec. 21-4.110-2 Bed and breakfast homes—Nonconforming use certificates.

- (a) The purpose of this section is to prohibit bed and breakfast homes, while permitting certain bed and breakfast homes which have been in operation since prior to December 28, 1989 to continue to operate as nonconforming uses subject to obtaining a nonconforming use certificate as provided by this section.
- (b) The owner, operator, or proprietor of any bed and breakfast home shall, within nine months of December 28, 1989, establish to the satisfaction of the director that the use was in existence as of December 28, 1989, or shall cease its operation. The owner, operator, or proprietor shall have the burden of proof in establishing that the use is nonconforming. Documentation substantiating existence of a bed and breakfast home as of December 28, 1989 may include records of occupancy or tax documents, such as State of Hawaii general excise tax records, transient accommodations tax records, and federal and/or State of Hawaii income tax returns, for the year preceding December 28, 1989. Upon a determination that the use was in existence as of December 28, 1989, the director shall issue a nonconforming use certificate for the bed and breakfast home.
- (c) Failure to obtain a nonconforming use certificate within nine months of December 28, 1989 shall mean that the alleged nonconforming use as of December 28, 1989, is not a bona fide nonconforming use, and shall not continue as a nonconforming use, but shall be treated as an illegal use.
- (d) The owner, operator, or proprietor of any bed and breakfast home who has obtained a nonconforming use certificate under this section shall apply to renew the nonconforming use certificate in accordance with the following schedule:



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- (1) between September 1, 2000 and October 15, 2000; then
- (2) between September 1 and October 15 of every even-numbered year thereafter.

Each application to renew shall include proof that (i) there were in effect a State of Hawaii general excise tax license and transient accommodations tax license for the nonconforming use for each calendar year covered by the nonconforming use certificate being renewed and that there were bed and breakfast occupancies (occupancies of less than 30 days apiece) for a total of at least 28 days during each such year and that (ii) there has been no period of 12 consecutive months during the period covered by the nonconforming use certificate being renewed without a bed and breakfast occupancy. Failure to meet these conditions will result in the denial of the application for renewal of the nonconforming use certificate. The requirement for the 28 days of bed and breakfast occupancies shall be effective on January 1, 1995 and shall apply to renewal applications submitted on or after January 1, 1996.

- (e) Except those bed and breakfast homes which are nonconforming uses, and, after nine months from December 28, 1989, for which a nonconforming use certificate has been issued and renewed, as required, pursuant to this section, bed and breakfast homes are prohibited in all zoning districts. Section 21-5.350 relating to home occupations shall not apply to bed and breakfast homes.
- (f) Those bed and breakfast homes for which a nonconforming use certificate has been issued and renewed, as required, pursuant to this section shall operate pursuant to the following restrictions and standards:
 - (1) Detached dwellings used as bed and breakfast homes shall be occupied by a family and shall not be used as a group living facility. Rooming shall not be permitted in bed and breakfast homes.
 - (2) No more than two guest rooms shall be rented to guests, and the maximum number of guests permitted within the bed and breakfast home at any one time shall be four.
 - (3) There shall be no exterior signage that advertises or announces that the dwelling is used as a bed and breakfast home.
 - One off-street parking space shall be provided for each guest room, in addition to the required spaces for the dwelling unit.



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(g) The owner, operator, or proprietor of any bed and breakfast home who has obtained a nonconforming use certificate under this section shall display the certificate issued for the current year in a conspicuous place on the premises."]

SECTION 3. Section 21-5.350, Revised Ordinances of Honolulu 1990, is amended to read as follows:

"Sec. 21-5.350 Home occupations.

Home occupations as an accessory use to dwelling units are permitted under the following restrictions and standards:

- (a) Home occupations shall be incidental and subordinate to the principal use of the site as a residence and shall not change the character and external appearance of the dwelling.
- (b) Only household members shall be employed under the home occupation. Notwithstanding the foregoing, when the home occupation is home-based child care, one caregiver, not a member of the household, may be employed as a substitute for the principal caregiver if an emergency renders the principal caregiver unavailable, provided that in no event shall such substitute employment exceed five days per calendar month. As used in this subsection, "emergency" includes but is not limited to illness of the principal caregiver or an immediate relative of the principal caregiver.
- (c) There shall be no exterior sign that shows the building is used for anything but residential use. There shall be no exterior displays or advertisements.
- (d) There shall be no outdoor storage of materials or supplies.
- (e) Indoor storage of materials and supplies shall be enclosed and shall not exceed 250 cubic feet or 20 percent of the total floor area, whichever is less.
- (f) Articles sold on the premises shall be limited to those produced by the home occupation and to instructional materials pertinent to the home occupation.
- (g) Home occupations which depend on client visits, including group instruction, shall provide one parking space per five clients on the premises at one time. This shall be in addition to parking required for dwelling use. Residents of multifamily buildings may fulfill the requirement by the use of guest parking with the approval of the building owner (management) or condominium association.



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- (h) For those activities which may have potential negative noise impacts on adjoining residences, the director may require that such activities be conducted in fully enclosed, noise-attenuated structures.
- (i) The following activities are not permitted as home occupations:
 - (1) Automobile repair and painting. However, any repair and painting of vehicles owned by household members shall be permitted, provided that the number of vehicles repaired or painted shall not exceed five per year per dwelling unit. A household member providing any legal document showing ownership of an affected vehicle shall be deemed to satisfy this requirement.
 - (2) Contractor's storage yards.
 - (3) Care, treatment or boarding of animals in exchange for money, goods or services. The occasional boarding and the occasional grooming of animals not exceeding five animals per day shall be permitted as home occupations.
 - (4) Those on-premises activities and uses which are only permitted in the industrial districts.
 - (5) Use of dwellings or lots as a headquarters for the assembly of employees for instructions or other purposes, or to be dispatched for work to other locations.
 - (6) Sale of guns and ammunition
- (j) Home occupations include bed and breakfast homes with valid permits issued pursuant to Chapter 41, Article . Where the provisions of this section are inconsistent with or in conflict with Chapter 41, Article , the provisions of Chapter 41, Article shall prevail."

SECTION 4. Section 21-10.1, Revised Ordinances of Honolulu 1990, is amended by deleting the definition of "Bed and breakfast homes" and amending the definition of "Transient vacation unit."

["Bed and breakfast home" means a use in which overnight accommodations are provided to guests for compensation, for periods of less than 30 days, in the same



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detached dwelling as that occupied by an owner, lessee, operator or proprietor of the detached dwelling.]

""Transient vacation unit" means a dwelling unit or lodging unit which is provided for compensation to transient occupants for less than 30 days, other than a bed and breakfast home, as that term is defined in Sec. 41- .1. For purposes of this definition, compensation includes, but is not limited to, monetary payment ,services or labor of employees."

SECTION 5. Chapter 41, Revised Ordinances of Honolulu 1990, is amended by adding a new article to be appropriately designated by the revisor of ordinances and to read as follows:

"Article __. Bed and Breakfast Homes

Sec. 41-__.1 Definitions.

For the purpose of this article:

"Bed and breakfast home" means a use in which overnight accommodations are provided to guests for compensation, for periods of less than 30 days, in the same detached dwelling as that occupied by an owner, lessee, operator or proprietor of the detached dwelling.

"Director" means the director of planning and permitting or designated representatives of the director.

Sec. 41- .2 Permit required.

A person may operate a bed and breakfast home only if holding a valid bed and breakfast home operator's permit issued under this article authorizing operation of the bed and breakfast home at that location.

Sec. 41-__.3 New permit application.

- (a) A person seeking a new bed and breakfast home operator's permit shall file an application with the director. The application shall include:
 - (1) The name, address, and telephone number of the bed and breakfast home operator;
 - (2) The address and telephone number(s) of the bed and breakfast home;



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- (3) The number of rooms available for rent to the public, which shall be no more than two;
- (4) Any additional information required by the director; and
- (5) A schematic drawing of the bed and breakfast home and its premises, designating the room or rooms available for rent and the location of all onsite parking spaces.
- (b) If the application and the proposed bed and breakfast home comply with all applicable requirements, the director shall, upon receipt of the applicable permit fee, hold a public hearing no earlier than 45 days after the director's acceptance of the completed application.
- (c) Within 90 days of the director's acceptance of the completed application, the director shall either:
 - (1) Approve the application; or
 - (2) Deny the application and provide the applicant with a written explanation for the denial.

Sec. 41-__.4 Hearing.

- (a) An applicant for a new bed and breakfast home operator's permit shall notify all owners of property within 500 feet of the affected property's boundaries of the public hearing on the application as follows:
 - (1) The notification shall be sent within 10 working days of the director's written notice notifying the applicant of the date, time and place that the public hearing will be held.
 - (2) The notification shall be sent by regular mail.
 - (3) The department shall make available to the applicant a master list of all properties and owners located within 500 feet of the affected property.
 - (4) The applicant shall submit an affidavit confirming that the notification requirements have been met.



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- (5) The notification may be made to the respective homeowners' board or association of an affected condominium property regime or cooperative housing corporation in lieu of individual owners or shareholders.
- (6) The notification shall set forth the date, time and place of the public hearing on the application.

The failure of any person to receive a notice pursuant to this section shall not affect the validity of any permit issued under this article.

- (b) Any owner of property within 500 feet of the affected property's boundaries may file with the director, a written protest against the granting of a new bed and breakfast home operator's permit.
- (c) On the day of the hearing, or any adjournment thereof, the director shall consider the application and any protests and objections to the granting thereof, and hear the parties in interest. The director shall accept all written or oral testimony for or against the application. Within fifteen days after the hearing, the director shall issue a written decision granting or denying the application; provided that if seventy-five percent of the owners of property within 500 feet of the affected property's boundaries have duly filed or caused to be filed their protests against the granting of the permit, the application shall be denied.
- (d) The director shall make available to the applicant and any protesting owner of property for review before the public hearing, a list of those persons who filed a protest or objection to the application. Any person filing a protest may withdraw a protest at the public hearing. The director shall prepare a final list of those property owners protesting the granting of the permit at the public hearing.
- (e) If an applicant has been denied a permit for the reason that seventy-five percent of the owners of property within 500 feet of the affected property's boundaries of the applicant's proposed use of the property have duly filed or caused to be filed their protests against the granting of the permit, no new application from the applicant pertaining to the same premises shall be filed with or received by the director within one year from the date of the denial.

Sec. 41-__.5 Operator's duties.

(a) It shall be the responsibility of every bed and breakfast home operator who intends to increase the number of rooms rented to the public during the term of an unexpired permit to file an application for that increase with the director no later than 30 days prior to offering the additional room for rent. The operator



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shall also submit a pro rata share of the additional fees required under Sec. 41-__.7. No reimbursement shall be provided when the number of rooms available for rent is reduced during the term of an unexpired permit.

- (b) Every bed and breakfast home operator covered by this article shall keep and maintain or cause to be maintained a register in which shall be inscribed the name of each and every guest renting a room in the bed and breakfast home. The register shall be preserved for a period of not less than six months from the date of departure.
- (c) Every bed and breakfast home operator covered by this article shall include, in all advertisements for occupancy of the unit, the bed and breakfast home operator permit number and street address of the bed and breakfast home. For the purpose of this subsection, an "advertisement" includes any written, graphic, or pictorial statement or broadcast disseminated by or at the direction of the owner, operator or proprietor of a bed and breakfast home in any manner or by any means, including, but not limited to, newspapers, magazines, television, radio, brochures, and through the internet.

Sec. 41-__.6 Information required in advertisement–Notice and penalty for violation.

- (a) If an advertisement does not have the information required by Section 41-____.5(c), the operator of the bed and breakfast home being advertised shall, immediately upon receiving a notice of violation, take no further action to disseminate or direct the dissemination of any advertisements that do not contain the required information, and shall, within five working days of receiving such notice, take action sufficient to cure the violation. Failure to do so shall subject the operator to the civil fines provided in subsection (b).
- (b) Any person violating this section shall be subject to the following civil fines:
 - (1) For a first violation, a fine of up to \$1,000;
 - (2) For a second violation within one year of a previous violation, a fine of up to \$3,000;
 - (3) For a third or each subsequent violation within one year of a second or subsequent violation, a fine of up to \$5,000.

Following receipt of a notice of violation, if the operator takes further actions to disseminate or direct the dissemination of advertisements that do not contain the



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required information, or fails to take action sufficient to cure the violation within the time provided in subsection (a), then the following shall be considered a separate violation: (1) each subsequent day a prohibited advertisement appears on the internet; (2) each subsequent issue of a publication that is published with the prohibited advertisement; (3) each subsequent airing or broadcast of the prohibited advertisement on radio or television; or (4) each subsequent day a brochure or other printed material is distributed with a prohibited advertisement.

Nothing in this subsection shall preclude the director from seeking any other remedy permitted by law against a violator of this section.

Sec. 41-__.7 Permit fees.

- (a) The applicant shall pay at the time of filing an application for a permit a fee as prescribed in this subsection.
 - (1) Unless subdivision (2) applies, the applicant's fee shall be determined according to the following schedule:

1	bedroom available/\$
2	bedrooms available/\$

- (2) An owner, operator or proprietor of a bed and breakfast home with a valid and current nonconforming use certificate issued pursuant to Section 21-4.110-2 on the day before the effective date of this ordinance shall pay, at the time of filing an application for a bed and breakfast home operator's permit, a fee of \$200.00 in lieu of the fee prescribed in subdivision (1).
- (b) Application fees are not refundable, notwithstanding provisions in the Revised Ordinances of Honolulu, as amended, to the contrary.
- (c) The payment of the fee required by this section shall not relieve the applicant from compliance with this article or from imposed penalties.

Sec. 41-__.8 Posting of permit.

Any permit issued under this article shall be posted in the entryway of each bed and breakfast home.



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Sec. 41-__.9 Permit expiration and renewal.

- (a) All permits issued under this article shall expire one year after issuance unless revoked or suspended prior to expiration. The one-year period shall be measured from the date the permit was issued or last renewed, as the case may be. When a permit is suspended, time shall continue to toll for measuring the period of that permit's validity.
- (b) Not more than 90, but not less than 30, days before the expiration of a permit, the operator may apply for renewal. The director shall review the renewal application in the same manner as a new permit application, but the renewal shall not be subject to Section 41-__.4.

The director shall approve the renewal application if finding that:

- (1) The operator has complied and is in compliance with the requirements of this article; and
- (2) The permit sought to be renewed has not been suspended for a period encompassing its expiration date.

The renewal period shall be begin on the day after the operator's previous permit expires.

- (c) The director's decision regarding a renewal application shall be rendered within 30 days of the filing of the application. If a decision is not rendered within the 30-day period, the renewal shall be deemed approved.
- (d) The director shall charge a renewal fee for each permit renewal. The renewal fee amount shall be the same as the application fee provided in Section 41-__.7; provided that the fee specified in Section 41-__.7(a)(2) shall apply only if the owner, operator or proprietor specified therein has continuously held a permit under this article from the date of expiration of the applicable nonconforming use certificate.

The operator whose permit is renewed shall pay the fee before the effective date of the renewal. If the fee is not paid by that date, the director shall suspend the renewal until the operator pays the fee.

(e) A permit that is not renewed by its expiration date shall be invalid from the day after that date. If desiring to conduct a bed and breakfast home business at the



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location specified in an invalidated permit, a person shall be required to apply for and receive a new permit.

Sec. 41-__.10 Inspection.

- (a) The director shall be granted access to any bed and breakfast home, upon 24 hours' prior written notice delivered to the operator of the establishment, for purposes of inspecting the premises to ensure compliance with this article.
- (b) The director shall be provided access to any guest registration records maintained by the operator or permittee for the purpose of determining the number of rooms being rented to the public.

Sec. 41-__.11 Transferability.

A permit issued under this article shall not be transferable without the prior written approval of the director, upon written application on a form prepared and furnished by the director.

Sec. 41-__.12 Revocation or suspension of permit–Hearing–Appeal.

- (a) This section applies to all permits issued pursuant to this article.
- (b) The director may revoke or suspend a permit for good cause, including but not limited to:
 - (1) Violation of this article;
 - (2) Violation of any license condition;
 - (3) Violation of other city ordinance; or
 - (4) Misrepresentations, or willful, substantial omissions of material facts in the permit application.

The director shall provide the permittee with written notice of a revocation or suspension decision, stating the grounds for the suspension or revocation. The suspension or revocation shall take effect 10 days following the operator's receipt of notice of the revocation or suspension, unless a timely appeal has been filed.



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- (c) A person aggrieved by a permit suspension or revocation may appeal.
 - (1) The person may appeal the suspension or revocation by filing a notice with the director within 10 days of receiving the notice of the decision.
 - (2) The appeal shall be subject to the contested case procedures of HRS Chapter 91 and heard by a hearing officer appointed by the director. The director shall appoint as the hearing officer a city executive branch officer or employee who did not participate in the appealed decision.
 - (3) If the suspension or revocation decision is sustained on appeal, the suspension or revocation shall take effect on the date of the decision sustaining the suspension or revocation.
- (d) During the suspension or revocation period, the director shall not issue any permit or renew any permit for the bed and breakfast home.

Sec. 41-__.13 Specifications of permitted location.

A bed and breakfast home for which a permit has been issued pursuant to this article shall operate pursuant to the following restrictions and standards:

- (a) Detached dwellings used as bed and breakfast homes shall be occupied by a family and shall not be used as a group living facility. Rooming shall not be permitted in bed and breakfast homes. For the purpose of this article, "group living facility" and "rooming" shall have the same meanings as those terms are defined in Section 21-10.1.
- (b) No more than two rooms shall be rented to guests, and the maximum number of guests permitted within the bed and breakfast home at any one time shall be four.
- (c) There shall be no exterior signage that advertises or announces that the dwelling is used as a bed and breakfast home.
- (d) One off-street parking space shall be provided for each guest room, in addition to the required spaces for the dwelling unit.



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Sec. 41-__.14 Rules.

In accordance with HRS Chapter 91, the director may adopt rules having the force and effect of law for the implementation, administration, and enforcement of this article.

Sec. 41-__.15 Administrative enforcement.

If the director determines that any bed and breakfast home operator is violating any provision of this article, any rule adopted thereunder or any permit issued pursuant thereto, the director may have the bed and breakfast home operator served, by mail or delivery, with a notice of violation and order pursuant to this section.

- (a) Contents of the Notice of Violation. The notice shall include at least the following information:
 - (1) Date of the notice;
 - (2) The name and address of the operator noticed;
 - (3) The section number of the provision or rule, or the number of the license which has been violated:
 - (4) The nature of the violation; and
 - (5) The location and time of the violation.
- (b) Contents of Order.
 - (1) The order may require the bed and breakfast home operator to do any or all of the following:
 - (A) Cease and desist from the violation;
 - (B) Correct the violation at the operator's own expense before a date specified in the order, provided that in the case of a violation of Section 41-__.5(c) the date shall be within five working days of receiving the notice;
 - (C) Pay a civil fine not to exceed \$1,000.00 or, in the case of a violation of Section 41- __.5(c), the applicable amount set forth in Section



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41-__.6(b), in the manner, at the place and before the date specified in the order;

- (D) Pay a civil fine not to exceed \$1,000.00 per day for each day in which the violation persists or, in the case of a violation of Section 41-__.5(c), the applicable amounts for each separate violation set forth in Section 41-__.6(b), in the manner and at the time and place specified in the order.
- (2) The order shall advise the operator that the order shall become final 30 days after the date of its mailing or delivery. The order shall also advise that the director's action may be appealed.
- (c) Effect of Order—Right to Appeal. The provisions of the order issued by the director under this section shall become final 30 days after the date of the mailing or delivery of the order. The operator may appeal the order in the manner specified in Section 41- .12(c).
- (d) Judicial Enforcement of Order. The director may institute a civil action in any court of competent jurisdiction for the enforcement of any order issued pursuant to this section. Where the civil action has been instituted to enforce the civil fine imposed by said order, the director need only show that the notice of violation and order were served, that a civil fine was imposed, the amount of the civil fine imposed and that the fine imposed has not been paid.
- (e) Conflict. In the event of any conflict between the provisions of this section and Section 41-__.6, the latter shall prevail for violations of Section 41-__.5(c)."

SECTION 6. Ordinance material to be repealed is bracketed. New material is underscored. When revising, compiling or printing this ordinance for inclusion in the Revised Ordinances of Honolulu, the revisor of ordinances need not include the brackets, the bracketed material, or the underscoring.

SECTION 7. An owner, operator or proprietor of a bed and breakfast home who holds a valid and current nonconforming use certificate issued pursuant to Section 21-4.110-2 on the day before the effective date of this ordinance shall be allowed to continue to operate the bed and breakfast home thereunder until the nonconforming use certificate's expiration date. If such owner, operator or proprietor wishes to continue to operate the bed and breakfast home thereafter, the owner, operator or proprietor shall, not more than 90, but not less than 30, days prior to the expiration of the nonconforming use certificate, apply for, and shall be permitted to apply for, a bed and breakfast home



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same manner as if applying for a bed and under that article, and shall not be subject SECTION 8. This ordinance shall provided that Section 4114 shall take	e, Revised Ordinances of Honolulu, in the breakfast home operator's license renewal to the provisions of Section 414. take effect 180 days after its approval; effect upon its approval; and provided further if the codification of the remainder of Chapter
41, Article	1
	INTRODUCED BY:
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DATE OF INTRODUCTION:	
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Honolulu, Hawaii	Councilmembers
APPROVED AS TO FORM AND LEGALI	ITY:
Deputy Corporation Counsel	
. , .	
APPROVED this day of	, 2005.
MUFI HANNEMANN, Mayor	